

EEOC Training Institute
St. Louis Technical Assistance Program Seminar Agenda
July 29, 2004

Agenda Highlights: This year we are offering eight different workshops. Test your knowledge of EEO issues and procedures, get tips on avoiding EEO charges, find out how to interview persons with disabilities, and learn why mediation can be win-win for everyone. Discover how to survive an OFFCP audit and handle Family Leave requests and hear what the Department of Homeland Security is saying about immigration issues. For federal employees, we will have a special workshop on preparing for an EEOC hearing.

7:30 a.m. **Registration**

8:30 a.m. **Welcome**
Sharron Blalock, EEOC Outreach/Education Manager

9:00 a.m. **Choose one of the following for Workshop A:**

- 1A Surviving an OFCCP Audit**
If you are a federal contractor, this is a must workshop for you to attend. Get compliance assistance from a representative of the DOL--Office of Federal Contract Compliance. Time for Q/A.
- 2A Learning the ABC's of Family Medical Leave**
Receive assistance on staying in compliance with FMLA from your local DOL--Wage and Hour representative. Time for Q/A.
- 3A The One Stop Solution**
Plaintiff and Defense attorneys from the "real world" discuss the benefits of Mediation. Time for Q/A.

10:30 a.m. **Break**

10:45 a.m. **Choose one of the following for Workshop Session B:**

- 1B Shades of Gray**
Discussion of those tough gray areas of employment discrimination Examination of case scenarios. Time for Q/A.
John Fultz, Acting Deputy Director for the St. Louis District
- 2B Back to the Basics**
If you are not familiar with the EEOC process, this is the workshop for you. Learn about EEO-1 reporting, Record Keeping, etc.
Sharron Blalock, EEOC Outreach/Education Manager
- 3B The Federal Sector Hearing Process**
Tips to help you prepare for a federal sector hearing.
Discussion of what EEOC judges expect from you. Time for Q/A
St. Louis Administrative Judge Amy Weinhaus

- 12:20 a.m. **Lunch** (A great networking opportunity)
- 1:30 p.m. **Choose one of the following for Workshop Session C:**
- 1C Shades of Gray** (Repeat)
 Discussion of those tough gray areas of employment discrimination
 Examination of case scenarios. Time for Q/A.
 John Fultz, Acting Deputy Director for the St. Louis District
- 2C Fast Track to EEOC**
 Basic workshop full of management tips to help you avoid EEOC
 Sharron Blalock, EEOC Outreach/Education Manager.
 Time for Q/A
- 3 C Interviewing Applicants with Disabilities**
 Pat Matthews and David Little will provide you with tips on
 interviewing applicants with disabilities. Included in the discussion
 will be things you can and cannot do when conducting an interview
 with a person with a disability.
- 3:00 p.m. **Break**
- 3:15 p.m. **Immigration Issues**
 A local representative from the Department of Homeland Security
 will discuss immigration issues. Specific issues to be finalized at a
 later date.
- 4:15 p.m. **Evaluations**
- 4:30 p.m. **End of Conference**